



Iowa Department of Human Services

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INFORMATIONAL LETTER NO.1269

DATE: July 30, 2013

TO: Iowa Medicaid Hospitals Providing Swing Bed Care

ISSUED BY: Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

SUBJECT: Update to Prior Authorization Required for Swing Bed Admission and Continued Stay

EFFECTIVE: Immediately

On June 5, 2013, the IME announced the requirement of prior authorization of all swing bed admissions and continued stays effective for dates of service on or after July 1, 2013, via Informational Letter No.1245. While this requirement remains in effect, some important changes have been made to simplify administration and answer provider concerns while still keeping with the intent of the cost savings legislation directing the IME to reduce expensive swing bed stays when nursing facility or home based care is available and more appropriate for long term placement for a particular Medicaid member.

- Effective immediately, any swing bed stay of 14 days or less will not require prior authorization.
- All prior authorization requests for swing bed stays under 14 days that are already in process will be approved.
- Swing bed stays that are longer than 14 days will still require a prior authorization as described in [Informational Letter No.1245](#).
- Persons covered under the Medicare swing bed benefit do not require a prior authorization.
- When Medicare coverage has been exhausted and the member has been in a swing bed 15 days or more, a prior authorization is required.

While completing review of swing bed prior authorization requests, the IME Medical Services Unit will be available to assist with transition planning and can be reached at 800-383-1173 or locally at (515) 256-4623. Assistance may include a telephonic care conference and reviewing the proposed plan of care for a member with complex medical needs.

Please remember, swing bed placement is intended to be short term and only utilized in cases where an appropriate, local nursing facility or alternative community-based care is not available. Preadmission Screening and Resident Review (PASRR) rules apply for members being transferred to a nursing facility. Discharge planners should still look for appropriate placements in nursing facilities (NF) within a 30-mile radius of the hospital which can meet the member's care needs or assist the family in pursuing home based care through Medicaid

home health services or application for Home and Community-Based Services (HCBS) waiver program services.

As part of the prior authorization process, discharge planners will need to complete Swing Bed Certification, Form 470-5156, and fax the form to the IME Medical Services Unit at (515) 725-0420. The form is available at: www.ime.state.ia.us/Providers/Forms.html. This form requests information regarding the medical need for placement including attempts to transition the member to facilities within a 30 mile radius of the hospital. Please refer to [Informational Letter No. 1245](#) for additional information on cases where a prior authorization is still necessary.

If you have any questions, please contact the IME Provider Services Unit at 1-800-338-7909, or locally at 515-256-4609, or by email at imeproviderservices@dhs.state.ia.us.